

**THE VIRGINIA BOARD OF SOCIAL WORK  
MINUTES  
FRIDAY, JANUARY 29, 2010**

The Virginia Board of Social Work ("Board") meeting convened at 10:15 a.m. on Friday, January 29, 2010 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Wayne Martin, Vice-Chair, called the meeting to order.

**BOARD MEMBERS PRESENT:** David Boehm  
Charles R. Chambers, Jr.  
Willie T. Greene, Sr.  
Susan Horne-Quatannens  
Wayne A. Martin  
Catherine L. Moore  
Francis N. Nelson, Jr.  
Dolores S. Paulson  
Patricia Smith-Solan

**STAFF PRESENT:** Howard Casway, Sr. Assistant Attorney General  
Evelyn B. Brown, Executive Director  
Elaine Yeatts, Senior Policy Analyst  
Patricia L. Larimer, Deputy Executive Director  
Catherine Chappell, Operations Manager

**ORDERING OF AGENDA**

Mr. Martin opened the floor to any changes in the order of the Agenda. Mr. Martin moved to accept the Agenda as amended. The motion was seconded and carried.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Ms. Paulson moved to accept the minutes of the July 17, 2009 Board meeting. The motion was seconded and carried.

Ms. Paulson moved to accept the minutes of the December 20, 2009 Public Hearing. The motion was seconded and carried.

## **LEGISLATIVE UPDATE**

Ms. Yeatts presented a status report and summary of three (3) House Bills relating to the Department of Health Professions (DHP) that had been introduced to the 2010 General Assembly. She noted that a bill had been drafted in response to HB1146 but had not been introduced.

## **CHAIR'S REPORT**

Mr. Boehm announced that the next Board of Health Professions (BHP) meeting was scheduled for February 9, 2010 and that his tenure as Chair of BHP would conclude in June 2010.

He advised that BHP continues to study and consider regulation of community health workers, sleep clinics, and medication aides and has proposed the formation of the Allied Health Professions Board to address such possible regulation.

## **ASWB ANNUAL MEETING**

Mr. Martin reported on his attendance at the Association of Social Work Boards (ASWB) Annual Meeting of the Delegate Assembly in Florida, which was paid in full by the ASWB and approved in advance in accordance with established DHP directives.

Mr. Martin noted that the delegates voted to approve an examination fee increase to \$230 for the Associate, Bachelors and Masters examinations and \$260 for the Advanced Generalist and Clinical examinations, effective January 1, 2010. After serious consideration and discussion by the delegates, the proposed fee increase was passed, with a vote of 36 for and 16 against. Mr. Martin noted that Virginia voted for the fee increase.

He announced that the ASWB Spring Conference would be held in Charleston, South Carolina and that ASWB does not fund expenses for delegates for the Spring meeting; therefore, members wishing to attend would need to do so at their own expense. However, opportunity for new board member training was available, at the expense of the ASWB. David Boehm recommended that Ms. Smith-Solan attend one of the training sessions.

## **EXECUTIVE DIRECTOR'S REPORT**

Supervisor Training – Letter from Virginia Tech. Ms. Brown presented a letter from Virginia Tech requesting Board approval as a continuing education provider for clinical supervision training for Licensed Clinical Social Workers (LCSW's). She asked the Board to consider this request with respect to Regulation 18VAC140-20-50.C.2. and 18VAC140-20-105.B.

Ms. Horne-Quatannens moved that although the approval of continuing education providers was within the scope of the Board's jurisdiction per Regulation 18VAC140-20-105.B.1.d.(7), that the Board chose to decline the request at this time. The motion was seconded and passed.

The Board requested that Ms. Brown draft a letter to Virginia Tech advising that the Board had not granted their request for approval as a continuing education provider for clinical supervision training for LCSW's.

Because of concerns regarding minimal standards for course content of continuing education programs in supervision training as required by Regulation 18VAC140-20-50.C.2, Mr. Boehm requested that Ms. Smith-Solan, Ms. Horne-Quatannens, and Ms. Moore draft a guidance document in this regard for Board consideration.

Staff Concerns – Supervision. Ms. Brown requested clarification of the following related supervision concerns.

- Course instructors. Questions had been received as to whether an LCSW who taught supervision training was required to attend supervision training in accordance with Regulation 18VAC140-20-50.C.2. The Board agreed that if a certificate was issued to the instructor from the approved provider, that such certificate was appropriate documentation of his or her meeting the supervision training requirements. Conversely, if no certificate for training was granted to the instructor, the instructor must attend a separate training to be in compliance with 18VAC140-20-50.C.2.
- Commensurate supervisor qualifications. Questions had arisen with respect to applicants who submit out-of-state supervision documentation showing supervision under licensed professionals other than LCSW's. The Board agreed that the applicant's supervised experience must meet the requirements of the regulations in effect in Virginia at the time the license was issued in the other jurisdiction as opposed to meeting the regulations in effect at the time the application was received. Mr. Boehm requested that the Regulatory Committee review the requirements in Regulation 18VAC140-20-40 and 18VAC140-20-45 and clarify the documentation needed relating to out-of-state licensure verification and supervision. He requested that a guidance document be drafted for staff reference.
- Clinical Social Work Services. Documentation of supervision while working as medical social workers, hospice social workers, parole officers, etc. had been submitted for consideration. The supervision began prior to November 26, 2008 and had not been registered with the Board due to the exempt setting. Concern has arisen regarding the applicants' lack of experience in providing clinical social work services. The Board agreed that any supervision that did not meet the requirements of Regulation 18VAC140-20-50.B.2. was not acceptable.

- Teleconference. A request for use of teleconferencing as an alternative to face-to-face supervision had been received because an applicant was unable to find anyone in her area to supervise her. The Board agreed that the applicant had not demonstrated an undue burden due to hardship, disability or geography per Regulation 18VAC140-20-50.B.2, and that teleconferencing was not appropriate clinical supervision.
- Triatic Supervision. Requests for acceptance of “triatic supervision” have been received. The Board agreed that such arrangement did not meet the requirements of individual or group supervision per Regulation 18VAC140-20-50.B.2.
- Verification of Clinical Supervision forms. Vague and repetitive descriptions of clinical work and supervision submitted on verification of clinical supervision forms was noted. The Board agreed that such forms be rejected and additional information requested.

Staff Concerns – Implementation of Regulation 18VAC140-20-70.C. Regulation 18VAC140-20-70.C. previously required that all applicants approved for examination must take the exam within two (2) years. Applicants had been advised accordingly in writing. However, effective January 7, 2010, approved examination candidates must pass the exam within two (2) years. The Board requested that a letter be sent to all approved examination candidates advising that any candidate approved prior to January 7, 2010, must pass the exam by January 7, 2012. If the candidate has not passed the examination by the end of the two-year period, the applicant must re-apply. Mr. Boehm asked the Regulatory Committee to consider a possible limit to the number of times a candidate can sit for the examination.

Staff Concerns – Reinstatements. Ms. Brown advised that staff has noted an increase in reinstatement applications from former licensees who have not practiced social work in many years and who wish to re-enter the profession after completing the necessary continuing education (CE) requirements of Regulation 18VAC140-20-110.B. The Board agreed that the regulations do not address active social work practice during the time the license was expired and that if the reinstatement application and CE are in order, that reinstatement of licensure was appropriate. Mr. Boehm requested that the Regulatory Committee review the licensure reinstatement provisions at their next meeting.

Conflict of Interest Online Training. Ms. Brown reminded Board members to complete the online conflict of interest training as soon as possible.

Budgetary Concerns. Ms. Brown announced that the Board would be provided information on finances at the April meeting. She noted that the Board would be asked to consider several options to address budgetary concerns including possible increased application and renewal fees along with implementation of annual as opposed to bi-annual renewals.

## **DISCIPLINARY COMMITTEE REPORT**

Mr. Boehm reported that three (3) informal conferences were scheduled for February 10, 2010. He noted that seven (7) complaints were currently in investigation and four (4) cases were at the Board level under probable cause review. Five (5) cases had been filed against the same practitioner and were assigned to the Administrative Proceedings Division for drafting of an informal conference notice, with the meeting tentatively scheduled for March 30, 2010.

## **NOMINATING COMMITTEE**

Mr. Greene announced that a slate of officers would be presented at the July Board meeting. He requested that any interested Board members contact him if he or she wished to be considered as an officer.

## **CONTINUING EDUCATION COMMITTEE**

Ms. Moore advised that a random audit of social work licensees was performed in the fall of 2009. Letters were sent to 42 LCSW's and 3 LSW's on September 1, 2009. Responses were received within 30 days from 85% of the licensees. All responded to the audit request.

Six (6) audit files were referred to the Administrative Proceedings Division for further action.

She noted that 86% of the licensees audited were found to be in compliance with Regulation 18VAC140-20-105.

## **NEW BUSINESS**

None

## **OLD BUSINESS**

None

## **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:00 p.m.

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David Boehm, LCSW

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Evelyn B. Brown, Executive Director